

## Superior Court of California, County of Alameda

### **Ability To Pay Document Checklist for Applicants** (Required with application)

Please put an X in the box once you have attached the required documentation or write N/A if Not Applicable. Do not staple documents. Submit **copies** of documents, **not originals**.

**It is your responsibility to provide adequate documentation. Failure to provide the required documentation may result in denial of your application.**

**If you checked any boxes in 2. (a), - Receiving Government Assistance -, on your Ability to Pay application, please provide **copies** of:**

- ☐ Proof of Receipt of Public Benefits dated within 6 months (ex: Medi-Cal, Food Stamps, SSI, SSP, GA, GR, IHSS, CalWorks, TANF, or CAPI )

Note: Disability and/or Retirement monies from Social Security are not automatically eligible. Please also provide documentation of other income such as pensions, employer payments, etc.

To get a copy of your proof of public assistance, you can go to the Social Security Office or welfare office in the County from which you receive public benefits. You can also submit copies of proof of Benefits from your on-line account with Social Services.

**If you checked box 2. (b), - Gross household income is less than listed in the Family Size chart -, on your Ability to Pay application, please provide **copies** of:**

- ☐ Current pay stub with Year-to-Date totals:

OR: ☐ If Year to Date totals not on pay stub, submit copies of current months' pay stubs

- ☐ **Must also** provide proof of income of other household members same as above

- ☐ If dependents, **must also** provide copy of most recent Tax Returns or other documentation verifying financial responsibility for dependents.

**If you checked box 2. (c), on your application, please provide **copies** of the following documentation:**

- ☐ Current pay warrant with Year-to-Date totals

OR: ☐ If Year to Date totals not on pay warrant, submit copies of current months' pay stubs

- ☐ **Must also** provide proof of income of other household members same as above

- ☐ If dependents, **must also** provide Copy of most recent Tax Returns or other documentation verifying financial responsibility for dependents.

- ☐ Copy of rental agreement or recent mortgage statement

- ☐ Copy of current statements for any expenses you want taken into consideration to demonstrate your inability to pay. (Bank statement acceptable if Creditor's listed)